

77-8318/3

PEPS 77-2806
DD/A 77-4719
29 August 1977

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MEMORANDUM FOR: Acting Deputy Director for Central Intelligence

FROM : Michael J. Malanick
Acting Deputy Director for Administration

SUBJECT : Special Retirement Options

REFERENCE : Memo dated 2 Aug 77 to DCI fr D/Pers;
re Same Subject

25X1 1. ☐ Action Requested: That the offering of special retirement options be extended through 31 December 1977.

25X1 2. ☐ Background:

a. The Director has approved offering special retirement options through 30 September 1977 for the following components:

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b. Based on the impact of offering the special retirement options, it is believed that extension of the period, 30 September to 31 December 1977 deserves consideration. This three-month period will provide an opportunity for additional personnel to take advantage of the options and assure the resolution of manpower management problems.

25X1 3. ☐ Staff Position:

It now appears that our estimate of the number of employees who would exercise the option to retire by 30 September is somewhat high. To date only twenty employees have formalized their request to retire under the special retirement options against an estimated eight to ninety employees.

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DD/A 77-4719
Page Two

Extending the period from 30 September to 31 December 1977 during which an employee may opt to retire would serve to benefit Directorate management in relieving existing problems of manpower, career progression and hiring limitation. This view was expressed in the Comptroller's meeting of 19 August 1977.

25X1 4. Recommendation: Accordingly, it is recommended that you extend the offering of special retirement options, for the classes set forth in paragraph 2a above, to 31 December 1977.

/s/ Michael J. Malanick

Michael J. Malanick

Att: Ref memo.

APPROVED: (✓) DISAPPROVED: ()

/s/ John F. Blake

14 SEP 1977

Acting Deputy Director of Central Intelligence

Date

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Special Retirement Options

FROM: F. W. M. Janney
 Director of Personnel
 5E 58, Headquarters

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

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OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Acting Deputy Director
 for Administration
 7D 26, Headquarters

2 AUG 1977

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2.

3.

4. General Counsel
 7D 01, Headquarters

8/3/77

→ CONCUR

5.

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7.

8. Acting Deputy Director of
 Central Intelligence
 7E 12, Headquarters

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11.

12. Director of Personnel
 5E 58, Headquarters

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